



COMING SOON!

Schedule 738 Part X
Human Resources &
Enhanced EEO Services

Human Resources

Alternative Dispute Resolution

Equal Employment Opportunity

Workers' Compensation

General Support

Fall 1999

U.S. General
Services Administration
Federal Supply Service

SCHEDULE 738 PART X

HUMAN RESOURCES AND ENHANCED EQUAL EMPLOYMENT OPPORTUNITY SERVICES

GSA's **NEW** multiple award schedule for human resources and enhanced equal employment opportunity services will soon be available. It will provide many services to your agency. It includes:

- General Support Service
- Alternative Dispute Resolution (ADR)
- Review and Integration Services
- Workers' Compensation
- Equal Employment Opportunity (EEO) Services

Sample tasks that can be performed under this schedule include:

- Recruitment and internal placement
- Alternative Dispute Resolution (ADR)
- Human resource audits
- Pre-employment screening
- Position classification
- Personnel actions
- Counsel claimants on filing injury reports
- Instruction and development of EEO training courses for managers and employees
- Provide full range of services in HR specific training support for managers and employees
- Project management
- Customization of agency unique requirements

Coming Soon!

Administrative & Contract Support Services

For more information, please call our Marketing, Customer Service and Business Development Division at 212-264-0479



U.S. General Services Administration
Federal Supply Service

Technology

Exhibits

Education

Integration

Solutions

FOSE

Where Government Connects With IT.



FOSE 2000

In the world of government IT, keeping informed is not an option — it's a necessity.

January 1, 2000 will come and go. Civilization will survive. And you'll need to know what's next in the world of IT. FOSE will be there to show you.

As an IT professional, it's your job to stay on top of the latest technology information. As the leading event serving the government market for more than 20 years, FOSE understands your current concerns: electronic government, outsourcing, information assurance, knowledge management, education/training, and more.

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April 18-20, 2000

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Advertisers Please Note:

1999 MarkeTips Advertising Specifications

Mechanical Requirements

Page trim size 8.5x11

Live Image Area

Full Page	7.5" x 9.25"
Half Page (horizontal)	7.5" x 4.5"
1/4 Page (vertical)	3.625" x 4.5"

Bleeds Are Not Accepted. Ads must remain within the Live Image Area specified above.

Fonts — All ads created for use in MarkeTips must use approved fonts *only*.

GSA Identifier — All ads must include the GSA Identifier. Identifier must be placed in the upper right hand corner of ad and must be the same size as submitter's logo.

Any of the following materials are acceptable for reproduction:

1. Electronic Files — Macintosh platform. Quark Xpress 3.32 or 4.0: Must include Quark eps file as well as Quark document file, all approved fonts, tifs and eps files used within document.

Freehand 8: Must include Freehand eps file as well as Freehand document file, all approved fonts, tifs and eps files used within document.

Files can be sent on Macintosh zip, jaz or CD.

2. Film Negatives — CMYK, 133 line screen preferred (150 line screen acceptable), Right Reading Emulsion Down

NOTE: All ads must include a full color matchprint.

***Ads submitted, not in compliance with above specifications, will not be accepted for publication.**

Shipping Instructions

Mail copy of insertion instructions along with mechanical materials sandwiched between layers of corrugated cardboard to:

**Contact your GSA
Contracting Officer
for further information.**

Font Selection for FSS Production of Marketips.

***Complete Families may be used
(i.e. book, book oblique, bold, bold oblique, black, black oblique, etc.)***

San Serifs

Futura

Futura Condensed

Helvetica

Helvetica Condensed

Frutiger

Franklin Gothic

Gill Sans

Eras

Serifs

Benguiat

Bodoni

Cheltenham

Adobe Garamond

Garamond Condensed

ITC Clearface

ITC New Baskerville

Serif Gothic

Scripts

Brush Script

Mistral

Linoscript

Specialty

Peignot

Cooper Black

Aachen Bold

Comic Sans MS

Zapf Dingbats

Wingdings Regular

Wingdings 2 Regular

Wingdings 3 Regular



After a long and distinguished tenure with the Committee For Purchase From People Who Are Blind or Severely Disabled, Beverly L. Milkman, Executive Director, will retire in December of this year.

As Executive Director of the Committee, Ms. Milkman has overseen tremendous growth of the JWOD program. She has worked tirelessly to create jobs for people who are blind or severely disabled. Despite the advent of workplace accommodations since the 1990 passage of the Americans with

Disabilities Act (ADA), the population that Ms. Milkman serves has experienced an unemployment rate of more than 65 percent. Sales under the JWOD Program provide the revenue stream to keep community based nonprofit organizations operating and to provide jobs for those people with disabilities that might otherwise not be able to work. For the American taxpayer, Ms. Milkman's efforts mean a Federal government program that really works and also increases taxes paid while reducing social program costs.

I know you will join FSS in extending to Beverly our appreciation for the leadership she has provided over the last 11 years. Our best wishes go with her in her retirement.